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Director

Reference: ADES Child Care Administration and ProcureAZ

Thank you for your interest in the ADES Child Care Administration. We are always pleased to expand the universe of potential providers for services that will improve the quality of child care in Arizona.

In order to receive an electronic notice (email) of a solicitation (such as a Request for Proposal (RFP)), vendors must be registered in the State's automated procurement system (e-procure), which is called ProcureAZ. Vendors, who are registered using the specific service named in the RFP, will be notified. For example, if an RFP is issued for the Home Recruitment, Study and Supervision specifically to recruit new family child care homes, notices generated from the ProcureAZ system will be sent only to those vendors registered with the NIGP-commodity code for Home Recruitment, Study and Supervision. There is no mechanism within ProcureAZ that would allow additional notices to be sent to vendors using another NIGP-commodity code, such as Child Care. Therefore, it may be helpful to you to know of several different services and NIGP-commodity codes that have been used by the ADES Child Care Administration in the past.

Within <u>ProcureAZ</u>, you may list all services for which you want to be placed on the email alert system. The following is a list of several services that the ADES Child Care Administration has used in the past:

<u>Service</u>	NIGP Code- Commodity
Coordination	952-01
Home Recruitment, Study & Supervision	952-73
Program Development	961-56
Information & Referral	952-20
Occupational/Vocational Education	952-20
	952-53
Post-Secondary Education	924-16
Innovation & Demonstration	952-32

In addition to those above, there are other youth related services that you may wish to be involved. You may register for as many codes as are applicable. ProcureAZ Phone Support is available at (602) 542-7600. This phone is staffed Monday to Friday from 8:00 AM to 5:30 PM; voicemail available at other times.

The Child Care Administration suggests that you register and/or update your vendor profile in ProcureAZ to include all potential services.

Again, thank you for your interest!

Sincerely, Child Care Administration